CITY OF CLARKSTON
CITY COUNCIL AGENDA
829 5th Street
MONDAY, JANUARY 11, 2016

1. **CALL TO ORDER:** **7:00 P.M.**
2. **PLEDGE OF ALLEGIANCE:**
3. **AGENDA CHANGES:**
4. **APPROVAL OF MINUTES:**
   December 28, 2015 Regular Meeting and January 6, 2016 Special Meeting.

5. **COMMUNICATIONS:**
   - A. **From the Public** (Please limit comments to 3 minutes)
   - B. **From the Mayor**
   - C. **From Staff or Employees**

6. **COMMITTEE REPORTS:**
   - A. **Finance – Audit Report on Current Bills**
   - B. **Public Safety – January 5**
   - C. **Public Works – January 6**
   - D. **Administrative/Intergovernmental – January 11**
   - E. **Community Development – January 5**
7. **UNFINISHED BUSINESS:**
8. **NEW BUSINESS:**
   - A. **Committee Assignments**
   - B. **Appoint Mayor Pro Tem**
   - C. **Contract for Tourism Services, Visit LC Valley**
   - D. **Contract for Tourism Services, Clarkston Rotary Club**
   - E. **Appoint Alice White to Public Works Committee**
   - F. **Appoint Alice White to Public Safety Committee**
   - G. **Authorize Grant Application for SCBA's and Air Bottles, Fire Dept.**
   - H. **Authorize Grant Application for Infrared Cameras and Power Saws, Fire Dept.**
   - I. **Ordinance No. 1556, Zoning Text Amendment, 1st Reading**
   - J. **Ordinance No. 1557, Repealing the Ban on Recreational Marijuana Businesses, 1st Reading**
9. **COUNCIL COMMENTS**
10. **EXECUTIVE SESSION: Negotiations**
11. **ADJOURN:**

Time limits for addressing the council have been established by council direction. Presentations are limited to 15 minutes and public comments are limited to 3 minutes per person, per topic.

Individuals with disabilities may request reasonable accommodations by calling (509) 769-0131 at least three days prior to meeting.

CLARKSTON CITY COUNCIL MINUTES
December 28, 2015

COUNCIL:

☒ Beadles	☒ Nash	☒ Campbell
☒ Provost	☒ Kolstad	
☒ Blackmon	☒ Beauchamp	

STAFF:

☒ Chief Hastings ☒ Chief Cooper ☒ Clerk Storey ☒ City Attorney Grow ☒ PWD Martin

AGENDA CHANGES: Councilmember Kolstad stated that there were four ordinances that went through Community Development Committee on December 22 that are not on the agenda. He said apparently the mayor will address that.

APPROVAL OF MINUTES:

MOTION BY BEADLES/BLACKMON to approve the minutes of the December 14, 2015, Regular Meeting. Motion carried.

COMMUNICATIONS:

A. From the Public:

Tom Martin, 421 11TH Street, commented on minutes from the previous minutes and said he was not quoted correctly. He said Pullman and Whitman County as of this date will receive over $391,000. Martin asked several questions of various councilmembers.

Kelly Jackson, 1045 Liberty, asked that the minutes of the last meetings be corrected regarding his comments. He asked "what was the chain of command that led to police officers being led on a mission against the voters?"

Melyssa Andrews, 721 11th Street, said she understands that council will not answer questions during this time, but hopes she get an answer at some point. She commented that the new garbage trucks were supposed to save the city money. Instead we lost employees and raised rates.

James Evans, 1115 Highland, addressed comments to various councilmembers about beekeeping and marijuana.

Shannon Sauers, 1216 20th Ave, asked the council to respond to Mr. Martin's questions.

Kevin Nollette, 928 16th Street, thanked the emergency responders for their efforts during a call to his parents' home although they were not able to save his mother.

B. From the Mayor:

Mayor Warren thanked the citizens of Clarkston for allowing her to serve the city for the last 20 years. She began with the Planning Commission in 1995, then was elected to council in 2005 and then as mayor for the last four years. She thanked the administrative staff, the attorneys and all the city employees for their service and helping her to do her job.

Mayor Warren addressed the decision not to place the four ordinances from Community Development Committee on the agenda. Warren said that two of the ordinances would repeal the moratoriums on marijuana that expired over a year ago. She said by definition moratoriums are temporary, both expired over a year ago and there is no need to repeal them. She referred to the ordinance that would overturn the ban on marijuana businesses and said the normal process is for the council to direct that an ordinance be prepared. The fourth proposed ordinance would repeal the ethics policy and direct the writing of a new one. She said revisions can be proposed and the policy amended without repealing what is currently in place. Warren said actions proposed at the meeting of the Community Development Committee could be a violation of the Open Public Meetings Act. She distributed the Clarkston Municipal Code that regulated committee meetings and an article from MRSC about Open Public Meetings as it applies to committee meetings.

DRAFT

C. **From Staff:**

Captain Dan Sokoloski addressed how the Affordable Health Care Act is being handled by the City. He said at a recent meeting he learned that hours for reserves are being limited to prevent the need for providing health insurance. He said the three reserves who work most of the hours are the ones who are always willing to report for duty. He said he feels they have earned the coverage and he feels it is a kick in the teeth to have been handled this way.

Jared Lutes, Danny Tietz and Ben Schuster, all fire department employees also spoke on the policy that limits the hours reserves can work and how it impacts the department and their ability to serve the community.

Melissa Welter presented a plaque to the council which names those who attended the new Fire Ops 101 class.

COMMITTEE REPORTS:

Finance: Councilmember Provost reported that committee has reviewed the bills. MOTION BY PROVOST/BLACKMON to approve the bills for December 28, 2015 for $184,817.04. Motion carried.

Public Safety: Councilmember Beadles reported on the December 15 meeting. Chief Hastings discussed the hiring process for police officers through the Civil Service Commission. A new body camera was presented for review. Cameras should be in service by early 2016. Problems with last minute changes to the routing of the Christmas parade were discussed. An organizational meeting will be planned for future years. There was some discussion about the challenges for officers as they deal with those with mental health issues and drug offenders. Hastings said officers receive additional training to help with these situations.

Public Works: No meeting.

Admin Committee: Councilmember Nash reported there was discussion about the contracts for the ethics hearing officer and the contract for Neil Cox for public defender.

Community Development: Committee met on December 22. Councilmember Kolstad said he already made his report and it was ignored.

UNFINISHED BUISNESS:

A. **Ordinance No. 1554, Repealing Ordinance No. TBD 002, $20 Vehicle License Tab Fee, 2nd Reading for Action**

Ordinance No. 1554 was read by title. MOTION BY NASH/BEAUCHAMP to adopt Ordinance No. 1554. Motion carried.

B. **Ordinance No. 1555, Budget Amendment, 2nd Reading for Action**

Ordinance No. 1555 was read by title. MOTION BY BEADLES/NASH to adopt Ordinance No. 1555. Councilmember Beauchamp asked what the amendment was for. Clerk Storey explained the majority was to cover dispatch costs. Councilmember Kolstad asked if the money had been expended yet. Storey said most of it has, but none of the funds are over budget. Motion carried.

NEW BUSINESS:

A. **Appointment of Ethics Hearing Officer and Approval of Service Agreement.**

Clerk Storey explained that when council adopted the Ethics Policy in September, it provided for a hearings officer to process complaints. But an officer has not been hired. Two potential ethics complaints have been received by the City, so it is necessary to get someone on board. Ken Nagy, who is the land use hearing office is willing to serve in this capacity also. Storey said he has experience in city law and has done some ethics investigations for other cities. An agreement has been prepared and was reviewed with Admin Committee. Councilmember Nash said committee discussed the proposal and suggested a cap of $1,000

per case. Anything over that would require additional authorization. Storey said he will bill at the rate of $120 per hour. MOTION BY NASH/BEADLES to appoint Ken Nagy as the hearings officer. MOTION BY NASH/BEADLES to amend the motion to include approval of the agreement for services. Motion to amend carried. The amended motion carried, 6-1, Kolstad opposed.

B. **Resolution No. 2015-15, 2016 Position Allocation List**

Storey explained that this list authorizes the number of employees and how they are charged to the funds. MOTION BY NASH/BEADLES to approve Resolution No. 2015-15. Motion carried.

C. **Contract for Public Defender, Neil Cox.**

Storey said that Neil Cox has been the City's public defender for several years. Recent changes to the laws require increased record keeping and reporting for the public defender. As a result of the increased work load, Cox has requested an increase of $4,200 to his annual contract, for a total of $40,200. MOTION BY NASH/BEAUCHAMP to approve the contract with Neil Cox. Kolstad asked who wrote the contract and if the termination clause is the same as for the city attorney. There was some discussion about the differences. Motion carried.

D. **Zoning Matrix Amendment Recommendation from Planning Commission**

PWD Martin reported that the Planning Commission held a public hearing on revisions to the zoning matrix on December 7. He said there was some question about whether the ordinance that banned marijuana and removed the zoning for marijuana might have eliminated the entire matrix. To be safe, this recommendation will adopt the entire matrix, which will include zoning for recreational and medical marijuana retail sales. MOTION BY BEAUCHAMP/KOLSTAD to accept the recommendation from the Planning Commission. Motion carried. MOTION BY CAMPBELL/BEAUCHAMP directing staff to prepare an ordinance amending the zoning ordinance as recommended by the Planning Commission. Motion carried.

E. **Interlocal Agreement with Asotin County for Jail Services.**

City Attorney Grow said this agreement has been back and forth with revisions several times. The jail belongs to Asotin County and sits on City property. The version in the packet has been revised again, so Grow asked council to review it for the next meeting.

F. **Administer Oath of Office to Monika Lawrence and Skate Pierce**

The oath of office was administered to Councilmember-elect Skate Pierce and Mayor-elect Monika Lawrence.

COUNCIL COMMENTS:

Councilmember Beadles responded to Mr. Martin by reading an email from the treasurer of City of Pullman that said they anticipate $20,000 in revenue from marijuana taxes. Beadles responded to Melyssa Andrews question about sanitation rates, explaining that landfill fees increased by 20% and that is the main reason for the increase. Beadles responded to Mr. Jackson and said it is law enforcement's job to enforce city laws. Beadles said there has been a lot of controversy, but it has always been his intent to do the best job he could for the city.

Councilmember Nash commented that part of the reason the city purchased the automated truck was for employee safety. He said the council needs to look at Ordinance 1551.

Councilmember Beauchamp said she believes that public safety is a priority and if restricting reserve hours creates more overtime for career officers, it may not be achieving its purpose.

Councilmember Campbell asked if the city is fully staffed with firefighters. Chief Cooper said we are. He explained the difference between reserves and volunteers in response to a question from Councilmember Blackmon. Beadles said a recommendation should come through the fire chief.

Councilmember Kolstad asked what would happen if we tell a reserve they can't work because they are at the hours limit. Cooper said he told the reserves if they work too much in one month, they would have to even it out in the next month. There are three measurement periods in the policy. Kolstad asked what the council's options are. Cooper said the council could decide to pay for the insurance cost which is about

DRAFT

$620 per month for each employee. He explained the cost effects of using a career firefighter instead of a reserve. He said there are about 325 shifts in holiday and vacation to fill every year. Some reserves are not able to work many shifts in a month.

Councilmember Kolstad commented that in regard to the ordinances that came from Community Development and were not put on the agenda, he said he hopes the new council and mayor will look at how things are put on the agenda in future. He said he was told that it is because the media was not notified. He commented that other items get on the agenda and the meetings are listed on the board in the City Hall lobby. Beadles commented that the posted meeting date would have been December 15, not December 22 and the meeting should have been called by the chairman. Kolstad said he doesn't think things are handled consistently.

Beadles thanked Mayor Warren and Councilmember Provost for their years of service. He said he appreciates Provost's expertise in finance and Warren's 20 years of service in different capacities.

ADJOURNMENT:

Meeting adjourned at 8:30 p.m.

Vickie Storey, City Clerk

Kathleen A. Warren, Mayor

Total Fund Expenditures, 12/28/15	60617-62, Nov2015Excise	$57,426.76
Payroll, 12/15/15	60594-60616	$127,390.28

DRAFT

CLARKSTON CITY COUNCIL MINUTES
Special Meeting
January 6, 2016

COUNCIL:

- ☒ Beadles
- ☒ Pierce
- ☒ Kolstad
- ☒ Campbell
- ☐ Nash, excused
- ☒ Beauchamp
- ☒ Blackmon

STAFF:
☒ PWD Martin ☒ Clerk Storey ☒City Attorney Grow ☒ Chief Cooper ☒ Chief Hastings

Mayor Lawrence called the meeting to order at 6:06 p.m.
MOTION BY KOLSTAD/BEADLES to excuse Councilmember Nash due to a work conflict. Motion carried.

EXECUTIVE SESSION:

Mayor Lawrence announced at 6:07 p.m. that council will go into executive session with Attorney Ken Harper to discuss litigation related to the Canna4Life and Valle del Rio lawsuits.

Anticipated length of the session is 30 minutes. No action will be taken as a result of the executive session.

Council came into open session at 6:35 p.m. to announce that the executive session will be extended for an additional 30 minutes.

Council came into open session at 7:07 p.m. to announce that the executive session will be extended for an additional five minutes.

Council returned to open session at 7:12 p.m.

ADJOURNMENT:

Meeting adjourned at 7:12 p.m. on a motion by Blackmon/Kolstad.

Vickie Storey, City Clerk

Monika Lawrence, Mayor

DRAFT

Public Safety Committee

January 5, 2016

Attendance: Chief Hastings, Chief Cooper, Mayor Lawrence, Monica Beauchamp, Dick Jones, Terry Beadles

We approved the Committee Application, Alice White for Citizen at Large. (Agenda item for Council action)

Chief Hastings discussed the jail contract. He will review the contract with the City Attorney and Mayor.

Chief Cooper presented a copy of the Fire Department "Core Values" and "Mission Statement". A copy of the Fire Department "Department Policy Direction and Assignment" was reviewed.

We discussed the Fire Department report of Vehicle Mileage Report and Future Replacement Planning. The next replacement will be a chassis remount; reuse of an existing ambulance box on a new chassis.

The Chief would like approval to apply for two grants. The first is an AFG application for the replacement of SCBAs and air bottles; the second is the Reginal application for infrared cameras and new power saws. (Agenda items for Council action).

The offline reporting for patient care; hard ware devices and software has been received. Reports may now be completed when in route and down loaded upon arrived at the fire station.

Chief Cooper is seeking advice from the City Attorney about a sole source purchase. The vehicle exhaust removal system should be compatible with Asotin Fire District and City of Lewiston Fire Dept. for better operations with mutual aid.

We discussed the issue of health insurance for Reserve Fire Fighters. There will be additional discussion in the future about health insurance.

Public Works Committee
Jan. 6, 2016
3:30 PM

Attendance: G. Nash, J. Martin, M. Beauchamp, E. Goodner, M. Bergman
Absent – B. Kolstad

Pending Issues…

1) Rental Licenses: Discussion of difficulty in adding another layer of regulation and enforcement for the City. Agreed to work with committee to create a policy to improve rentals using current adopted Property Maintenance Code.

2) Sidewalk repair code language: Need to incorporate lien language in CMC.

3) Grantham School Sidewalk Project
Possibly hear something in the next month or two.

4) Rotary Cover: Pending (under review)

5) Traffic Calming:
Riverview Blvd. need further investigation and review possible funding.

6) Bee Keeping: Planning Commission currently discussing. Information seminar Jan. 16, 10am to noon at City Hall. Commission also discussing food stands / trucks.

7) Clarkston Free Parking (no response from owners): Discussion of pros & cons of taking over parking lots.

8) Walmart / Costco Entrance
Reviewing possible cost of further traffic study of effect should changes be made at the intersection and possible funding assistance from Walmart.

9) Citizen member appointment: Agenda Item, Alice White appointment as citizen at large.

General discussion:

Some brief discussion of ways to improve citizen participation, possible televised Council meetings for better public awareness, possible removal of unruly Council meeting attendant & website improvements.

Community Development Committee
January 5, 2016

G. Nash, B. Kolstad, B. Campbell, M. Lawrence, M. Doak, T. York

1. Brought forward Citizen Appreciation Awards. Committee would like to forward information to area groups to hear people deserving such recognition

2. The Ordinances presented at the last Community Development meeting were reviewed with the addition of an Ordinance governing how Council Members are selected for Committees. All will be sent to the City Attorney for review. Committee wants an Ordinance prepared for first reading overturning the ban.

3. This Committee feels we need to clarify and change (if needed) how ordinances are brought before council. We feel an ordinance should be brought to Council then assigned a Committee to handle the drafting of the Ordinance

Chapter 2.76
COUNCIL STANDING COMMITTEE

2.76.020 Purpose.
The standing committee shall function as an advisory body to the council as a whole in reviewing policy matters referred to them by the council, and such other matters as the whole council by simple majority vote may direct, within their respective areas of responsibility, and formulating recommendations to the council regarding action proposed to be taken in general. The purpose of each committee shall be to review matters within the following subject areas:

Finance Committee
Purpose: Review, analysis and recommendation of financial policy, auditing, review reports, bills and vouchers for payment. Responsible for asset inventory and insurance coverage.
Committee Meets 2nd & 4th Monday at 6:15 p.m.

Public Works Committee
Purpose: Review and recommend on all public utilities, including streets, storm drains, street lighting, street signing, waste water treatment plant and collection system, refuse collection, and parks. General coordination with public utilities and special purpose districts pertaining to utilities. Supervision over construction, building code enforcement and facilities.
Committee Meets 1st & 3rd Wednesday at 3:30 p.m.

Public Safety Committee
Purpose: Review and recommend on all issues concerning law enforcement, fire protection, emergency medical treatment, health and safety, environmental health, animal control and other issues concerning public health, safety and welfare.
Committee Meets 1st & 3rd Tuesday at 4:00 p.m.

Community Development Committee
Purpose: Review and recommend on all functions of land use planning such as zoning, zoning enforcement, comprehensive planning, generally coordinate and oversee matters pertaining to economic development, tourism development and promotion, coordinate with other governmental, economic and housing districts pertaining to development, responsible for short and long-range planning of capital improvement program.
Committee Meets 1st & 3rd Tuesday at 2:00 p.m.

Administrative/Intergovernmental Committee
Purpose: Review and recommend on all functions and operations of municipal government through its departments, boards and appointive officers and relationships with other governmental agencies; included are ordinances, affirmative actions, cable, airport, civil service, disability boards. Serves as the personnel committee; responsible for public relation information, policy areas dealing with public administration, council rules and procedures, conflict of interest and ethics issues for public officials, intergovernmental relations and generally matters relating to the conduct of municipal affairs.
Committee Meets 2nd & 4th Monday at 6:00 p.m.

2.76.030 Membership

Each committee:

(1) Shall have a chairperson and at least two other members, to be appointed annually upon the reorganization at the first regular meeting of each calendar year. The mayor shall be an ex officio member of every committee only, and shall have no voice or vote in the operation, performance, or duties of a committee.

(2) May include citizens, business and/or property owners who may be appointed and/or removed by majority vote of the council. Appointees should have a concerned interest in the city's affairs (i.e., registered voter, business owner, property owner). Appointees should represent the community as a whole and not have any political affiliation attached to the appointment. Appointees shall not have an official vote on any matter.

(3) Shall avoid having two same councilpersons as co-members of more than two committees or having three same councilpersons as co-members of more than one committee.

(4) All appointments shall be for one year or the remainder of the calendar year in which the appointment is made. [Ord. 1426 § 1, 2007; Ord. 1179 § 1, 1993; Ord. 995 § 2(6), 1986.]

2.76.040 Meetings:

Committees shall meet at the call of the chairperson. The date, time and place of each meeting shall be announced at a preceding regular or special council meeting, and notice of the meeting shall be given in compliance with the State Open Public Meetings Act; the foregoing notice requirements shall not prevent the holding of a meeting. All committees are encouraged to meet at least once each quarter. [Ord. 995 § 1(7), 1986.]

2.76.050 Duties and responsibilities:

(1) The committees shall consider, review and make recommendations to the council concerning matters referred to them by the council. The mayor, committee chairpersons and boards and commissions are encouraged to suggest items to the council which should be considered by a committee. Whenever any item is referred to a committee, the council should establish a date by which the committee should report back to the council. Each committee shall have general responsibility, as indicated in CMC 2.76.020, to investigate, collect and review appropriate information for the formulation of possible council action and make recommendations to the council. Committees shall not have authority to take any action unless expressly authorized to do so by the affirmative votes of a majority of all council members.

(2) In carrying out their duties and responsibilities, the committees shall have the power and authority to examine all records, registers, minutes and papers pertaining to the subject matter under review or consideration, including those kept by boards and commissions of the city. The city officers, department heads, and board and commission chairpersons shall cooperate with and assist the committees in carrying out their duties and responsibilities and in furnishing necessary information, except where prohibited by law; provided, that in the event any city officer, department head or board or commission chairperson deems to release or question information not in the best interest of the city, authority for that release shall be vested in the mayor.

(3) In the event of a conflict as to which committee has the responsibility with respect to a particular subject matter or area, the question shall be referred to the council who, by majority vote, will determine which committee should take responsibility for the matter in question. [Ord. 995 § 2(8), 1986.]

2.76.060 Reports:

In the appropriate place on the council agenda, any reports from the standing committee shall be made by the committee chairperson or an alternate designated by the chairperson. A minority report may be given by any committee member who dissents from the report of the majority. Oral reports shall be sufficient, unless a council majority feels that a written report should be furnished. [Ord. 995 § 2(9), 1986.]

2.76.070 Staffing:

All requests for staffing requirements for assistance to committees shall be provided by the city administration upon request from the committee to the mayor, or appropriate department head. [Ord. 995 § 2(10), 1986.]

CONTRACT FOR TOURISM SERVICES

THIS AGREEMENT entered into between the City of Clarkston, a municipal corporation in the State of Washington, hereinafter referred to as "City" and Visit Lewis-Clark Valley, a Washington nonprofit corporation, hereinafter referred to as "Visit L-C Valley".

WHEREAS, the City is desirous of advertising, publicizing, or otherwise distributing information for the purpose of attracting visitors and encouraging tourist expansion, and

WHEREAS, VISIT L-C VALLEY has the ability to furnish those services on behalf of the City,

NOW, THEREFORE, in consideration of the terms and conditions contained herein, the parties agree as follows:

I

That VISIT L-C VALLEY will provide the above-referenced services on behalf of the City during the year 2016.

II

That VISIT L-C VALLEY will hold the City of Clarkston harmless from any and all liability that may be incurred as a result of providing such services.

III

That in consideration of the performance of this contract, the City shall pay to VISIT L-C VALLEY a maximum of $85,000.00 to be used only for the above-referenced specific services, such funds derived from the special excise tax imposed under RCW 67.28, which outlines the limitations on the use of such funds. Payment to VISIT L-C VALLEY will be made on a reimbursement basis. VISIT L-C VALLEY shall provide copies of paid invoices to substantiate billings to the City of Clarkston.

IV

That the duration of this contract shall begin January 1, 2016 and run through December 31, 2016.

V

That VISIT L-C VALLEY shall make available to the City or its duly authorized representatives, at any time during business hours, all records, books and/or pertinent information which VISIT L-C VALLEY shall keep in conjunction with this contract in performance of the services required under this contract. Such records shall clearly identify which expenditures were paid for from funds received from the City in accordance with this contract.

VI

That VISIT L-C VALLEY shall provide information necessary to meet all reporting required as adopted by the Joint Legislative Audit and Review Committee (JLARC).

DATED this _____ day of January 2016.

CITY OF CLARKSTON

_____
Monika Lawrence, Mayor

VISIT LEWIS-CLARK VALLEY

Michelle Peters

Michelle Peters, Executive Director

CONTRACT FOR TOURISM SERVICES

THIS AGREEMENT entered into between the City of Clarkston, a municipal corporation in the State of Washington, hereinafter referred to as "City" and the Clarkston Rotary Club, a Washington nonprofit organization, hereinafter referred to as "Rotary".

WHEREAS, the City is desirous of supporting, through advertising and promotion, a bike riding event that anticipates attracting riders from over 50 miles away as outlined in their 2016 funding application; and

WHEREAS, Rotary has the ability to furnish those services on behalf of the City,

NOW, THEREFORE, in consideration of the terms and conditions contained herein, the parties agree as follows:

I

That Rotary will provide the above-referenced services on behalf of the City during the year 2016.

II

That Rotary will hold the City of Clarkston harmless from any and all liability that may be incurred as a result of providing such services.

III

That in consideration of the performance of this contract, the City shall pay to Rotary a maximum of $3,750.00 to be used only for the above-referenced specific services, such funds derived from the special excise tax imposed under RCW 67.28, which outlines the limitations on the use of such funds. Payment to Rotary will be made on a reimbursement basis. Rotary shall provide copies of paid invoices to substantiate billings to the City of Clarkston.

IV

That the duration of this contract shall begin January 1, 2016 and run through December 31, 2016.

V

That Rotary shall make available to the City or its duly authorized representatives, at any time during business hours, all records, books and/or pertinent information which Rotary shall keep in conjunction with this contract in performance of the services required under this contract. Such records shall clearly identify which expenditures were paid for from funds received from the City in accordance with this contract.

VI

That Rotary shall provide information necessary to meet all reporting required as adopted by the Joint Legislative Audit and Review Committee (JLARC).

DATED this _____ day of January 2016.

CITY OF CLARKSTON

_____
Monika Lawrence, Mayor

CLARKSTON ROTARY CLUB

_____
Joe Skelton, President

CITY OF CLARKSTON

InterOffice Memorandum **DEPARTMENT: FIRE**

DATE: January 7, 2016

TO: Mayor Lawrence and City Councilors

FROM: Steve Cooper

SUBJECT: Approval to Apply For AFG Grant(s)

The primary goal of the Assistance to Firefighters Grant (AFG) is to meet the firefighting and emergency response needs of fire departments and nonaffiliated emergency medical service organizations.

This grant is a competitive grant; applications must pass through a peer review where the applications are scored based upon criteria established by FEMA.

We are asking for authorization to submit an AFG Regional application for replacement of self-contained breathing apparatus (SCBA), face pieces and air bottles.

We further request authorization to submit an AFG application for new power saws and master stream monitor as a Micro Grant (less than $25,000 total cost)

2015 Assistance to Firefighters Grant (AFG)

Application period opens December 7, 2015, and closes January 16, 2016.

Below is a synopsis of Assistance to Firefighters Grant funding opportunities. This is not a detailed explanation of all of the available opportunities or requirements. This information is provided, not legal advice, but as information to encourage fire department leadership and other public safety officials within the State of Indiana to actively pursue this grant funding opportunity.

The 2015 application guide is located online at https://www.fema.gov/welcome-assistance-firefighters-grant-program. It is recommended that you download the guide and read over any sections of interest.

Determining Whether to Apply

As you decide whether your fire department or group of fire departments should apply, there are several items that you should consider. Competition for grant funding is intense. You will have to work hard during the application process to help those who review the application understand your true needs and why you can't fund those needs at the local or regional level.

The AFG resource guide has a significant amount of suggestions regarding how to improve your grant application.

Questions to ask:

- is your FD eligible?
- is your project eligible?
- is the funding request within the limits of the grant?
- who is authorized to file an application for your organization?

A major question, and one that can take a FD out of contention immediately, is: are you current with your NFIRS reporting requirement?

If this is your first time filing an application for an AFG, you will need to obtain considerable information about your FD, community and risks. Most of the data needed is public record available across the internet or through your local or state government.

Creating Narrative

The narrative portion is a critical component of the application. The reviewers will read and dissect your narrative to look for fluff, bluff or unnecessary stuff. Be careful regarding what you say in the narrative - be truthful and realistic. Be prepared to answer questions after your submissions has been reviewed. The reviewers are fire service personnel who have practical experience in a variety of sizes, types and structures of fire departments.

Training narrative - are your firefighters certified to the NFPA 1001 level? If not, do you have a plan to obtain the certification? Answer the question in such a manner that

shows you are working to comply with the NFPA 1001 standard, rather than expressing frustration with the NFPA or your state training system for having such requirements.

Financial need narrative - Three common mistakes made by applicants are:
1) not providing enough financial information;
2) not providing true information about finances; and
3) not writing about the district's economic situation.

Eligible Projects
What projects are eligible for funding under the AFG program?

Protective Equipment:
- PPE, if your current equipment is more than 10 years old
- SCBA, less than 2 NFPA standard cycle old
- When you purchase PPE/SCBA there must be a training component included. The cost of delivering the training can be grant eligible.

Training projects:
- NFPA 1001 Firefighter I/II
- EMT
- Hazmat Operations
- The priorities set by FEMA are different for urban, suburban and rural FDs
- Look at the FEMA training matrix / funding for low or even medium priority training activities are unlikely to receive funding
- Hands-on instructor led training that meets a national standard and results in a state or national certification, providing the greatest training benefit, is desirable
- Regional training opportunities receive the highest consideration

Other eligible funding opportunities:
- Minor station alterations to support training activities, not to exceed $10,000
- Overtime expenses can be paid to career firefighters to attend training or backfill positions
- Compensation to volunteers for wages lost to attend training (However, overtime or backfill expenses for volunteers are not eligible)

Modifications to facilities
- Highest priority is for stations occupied 24 hours a day, 7 days a week
- Cannot be used to change the structure's footprint or profile
- Funds can be used for exhaust removal systems, smoke or fire alarm notification systems and sprinkler systems

Wellness and Fitness
Potential eligible activities are:
- Initial medical exams
- Job-related immunizations
- Annual medical and fitness evaluations
- Behavioral health

Equipment communications projects

- Radios / radio systems more than 15 years old or no longer manufactured
- Request to become compliant with Federal Communications Commission mandates such as P25
- Mobile radios, portable radios, pagers, base radios and in apparatus repeaters
- For more information, review FEMA's high/medium/low priority matrix

Micro Grants

- Only allowed for 2 grant cycles
- Projects less than $25,000
- Not a separate application
- 80 percent of micro grant requests went forward for peer review

New Vehicle Projects

- 50 percent of applications are for new vehicles each year
- There is significant competition in this category
- Choose the appropriate class of apparatus for your specific needs
- Before selecting this type of project, look at the FEMA priority matrix for vehicles
- The matrix details high, medium and low priority rankings for vehicles
- Medium and low priority vehicles are almost certain not to be funded

The Indiana Department of Homeland Security and the Indiana State Fire Marshal encourages fire departments to look at projects and needs for the next year to determine specific needs that improve a local or regional capability eligible for funding under the Assistance to Firefighters Grant (AFG) program.

Answers to various funding questions can be found on the AFG website…
https://www.fema.gov/welcome-assistance-firefighters-grant-program

John M. Buckman III
State Fire Training Program Director
jbuckman@dhs.in.gov
317-417-3695

ORDINANCE NO. 1556

AN ORDINANCE AMENDING CERTAIN SECTIONS OF CLARKSTON MUNICIPAL CODE CHAPTER 17, WHICH ESTABLISHES ZONING REGULATIONS FOR THE CITY OF CLARKSTON

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF CLARKSTON, WASHINGTON, DO ORDAIN AS FOLLOWS:

SECTION 1.0

Clarkston Municipal Code Chapter 17 is hereby amended as follows:

17.01.040 Definitions.

The following definitions are hereby added:

"Marijuana Retail / Medical Processing" means processing, packaging and labeling of marijuana / marijuana infused products for sale at wholesale to marijuana retailers.

"Marijuana Retail / Medical Production" means the production of marijuana for sale at wholesale to marijuana processors.

"Marijuana Retail / Medical Sales" means a location where state licensed marijuana retailers sell only usable marijuana, marijuana infused products, and marijuana paraphernalia to persons twenty-one years of age and older

"Medical Marijuana" means that marijuana used for medical purposes as determined by the State of Washington.

17.10.030 Land use requirements.

EXCLUSIONARY ZONING 17.10.030

	R -1	R-2	R-3	S-C	NC	D-C	M-C	P-C	H-I	Parking
Aircraft Hanger	N	N	N	N	N	N	N	Y	Y	Q
Adult Family Home	Y	Y	Y	N	N	N	Y	N	N	D
Apartment houses	N	Y**	Y	N	N	N	Y	Y	N	B
Arcade	N	N	N	Y	Y	Y	N	N	N	Q
Asphalt plant	N	N	N	N	N	N	N	N	Y	O
Automobile body repair shop	N	N	N	Y	N	N	N	Y	N	M
Automobile rental	N	N	N	Y	N	N	N	Y	N	M
Automobile sales or service	N	N	N	Y	N	N	N	Y	N	M
Automobile storage	N	N	N	Y	N	N	N	Y	Y	O
Bakery	N	N	N	Y	Y	Y	N	Y	N	N
Bank/financial institution	N	N	N	Y	Y	Y	N	N	N	L
Bar, tavern or cocktail lounge	N	N	N	Y	N	Y	N	Y	N	P

	R-1	R-2	R-3	S-C	NC	D-C	M-C	P-C	H-I	Parking
Beauty, barbershop	N	N	N	Y	Y	Y	Y	N	N	K
Bed and breakfast inn	CU	CU	Y	Y	N	Y	Y	N	N	C
Billboard	N	N	N	N	N	N	N	N	N	
Boat building or repair	N	N	N	Y	N	N	N	Y	Y	N
Boat/mobile home sales/service	N	N	N	Y	N	N	N	Y	N	M
Boat Moorage Commercial	N	N	N	Y	N	N	N	Y	Y	L
Bottling plant	N	N	N	N	N	N	N	N	Y	O
Bowling alley	N	N	N	Y	N	Y	N	Y	N	I
Brewery/Distillery/Winery	N	N	N	Y	N	Y	N	Y	Y	Q
Building supply outlet	N	N	N	Y	N	Y	N	Y	Y	L
Business or professional office	N	N	CU	Y	Y	Y	Y	Y*	N	K
Cabinet/furniture shop	N	N	N	Y	N	N	N	Y	Y	N
Car wash	N	N	N	Y	N	N	N	N	N	Q
Cement/clay products mfg	N	N	N	N	N	N	N	N	Y	O
Cemetery	Y	Y	Y	Y	Y	Y	Y	N	N	Q
Chemical storage	N	N	N	N	N	N	N	N	Y	O
Child day care center	CU	CU	CU	CU	CU	CU	CU	N	N	H
Church	Y	Y	Y	Y	Y	Y	Y	N	N	E
Concrete batch plant	N	N	N	N	N	N	N	N	Y	N
Contractors' storage yard	N	N	N	N	N	N	N	Y	Y	L
Convenience store (flr area <2500 sf)	N	N	N	Y	Y	Y	N	Y	N	J
Convenience store (flr area >2500 sf)	N	N	N	Y	N	Y	N	Y	N	J
Dairy products processing	N	N	N	N	N	N	N	Y	Y	N
Dance, music, voice studio	N	N	N	Y	Y	Y	N	Y	N	L
Dormitory	N	Y*	Y	N	N	N	N	N	N	D
Drug store	N	N	N	Y	Y	Y	Y	Y	N	K
Dry cleaning establishment	N	N	N	Y	Y	Y	N	N	N	M
Duplex dwelling	Y	Y	Y	N	N	N	N	N	N	A
Equipment rental/sales yard	N	N	N	Y	N	N	N	Y	Y	L
Espresso / Food Stand	N	N	N	Y	Y	N	Y	Y	N	O
Farming (with livestock)	N	N	N	N	N	N	N	N	N	
Farming (without livestock)	N	N	N	N	N	N	N	N	N	

	R-1	R-2	R-3	S-C	NC	D-C	M-C	P-C	H-I	Parking
Farm or heavy equipment sales/service	N	N	N	Y	N	N	N	Y	Y	L
Funeral home	N	Y	Y	Y	N	N	N	N	N	L
Food processing plant	N	N	N	N	N	N	N	Y	Y	O
Food store (floor area<2,500 sq. ft.)	N	N	N	Y	Y	Y	N	Y	N	M
Food store (floor area>2,500 sq. ft.)	N	N	N	Y	CU	N	N	Y	N	M
Fraternity/sorority house	N	Y*	Y	N	N	N	N	N	N	D
Freight terminal	N	N	N	N	N	N	N	Y	Y	O
Frozen food locker	N	N	N	Y	N	N	N	N	N	M
Fuel yard	N	N	N	N	N	N	N	N	Y	Q
Furniture refinishing	N	N	N	Y	N	N	N	Y	Y	M
Garage, private	Y	Y	Y	Y	N	N	Y	N	N	Q
Garage, repair	N	N	N	Y	N	N	N	Y	Y	N
Gas Station	N	N	N	Y	Y	N	N	Y	Y	L
Gift shop	N	N	N	Y	Y	Y	N	Y	N	L
Grain storage	N	N	N	N	N	N	N	Y	Y	Q
Hazardous waste facility	N	N	N	N	N	N	N	N	Y	O
Health Club Private	N	N	N	Y	Y	Y	N	Y	N	L
Home occupation	Y	Y	Y	N	N	N	N	N	N	Q
Hospital	N	N	N	N	N	N	Y	N	N	D
Hotel	N	N	N	Y	N	Y	Y	Y	N	C
Ice manufacturer-Cold storage plant	N	N	N	N	N	N	N	Y	Y	O
Industrial use, heavy	N	N	N	N	N	N	N	N	Y	O
Industrial use, light	N	N	N	Y	N	N	N	Y	Y	O
Junkyard	N	N	N	N	N	N	N	N	N	
Kennel	N	N	N	N	N	N	N	N	Y	M
Laundry / Commercial / Industrial	N	N	N	Y	N	N	N	Y	N	K
Laundry / Self-Serve	N	N	N	Y	Y	Y	N	Y	N	J
Machine shop	N	N	N	Y	N	N	N	Y	Y	N
Manufacturing	N	N	N	N	N	N	N	Y	Y	O
Manufactured house	Y	Y	Y	N	N	N	Y	N	N	A
Manufactured housing park	N	N	Y*	N	N	N	N	N	N	A

	R-1	R-2	R-3	S-C	NC	D-C	M-C	P-C	H-I	Parking
Retail / Medical Marijuana Processing[1]	N	N	N	N	N	N	N	N	Y	O
Retail / Medical Marijuana Production[1]	N	N	N	N	N	N	N	N	Y	O
Retail / Medical Marijuana Retail Sales[1]	N	N	N	Y	N	Y	N	Y	N	K
Marina	N	N	N	N	N	N	N	Y	Y	L
Meat packing plant	N	N	N	N	N	N	N	Y	Y	O
Medically related professional office	N	N	Y*	Y	Y	Y	Y	Y	N	K
Medical, dental, optical laboratory	N	N	N	Y	N	Y	Y	Y	N	K
Mobile home park	N	N	Y*	N	N	N	N	N	N	A
Monument works	N	N	N	Y	N	Y	N	Y	Y	N
Mortuary	N	N	N	Y	N	N	Y	N	N	L
Motel	N	N	N	Y	N	N	N	Y	N	C
Nursery for flowers and plants	N	N	N	Y	Y	N	N	Y	Y	M
Nursing home	Y	Y	Y	N	N	N	Y	N	N	D
Parking lot	N	N	CU	Y	Y	Y	Y	Y	Y	Q
Petroleum storage	N	N	N	N	N	N	N	N	Y	Q
Photo studio	N	N	N	Y	Y	Y	N	Y	N	K
Planned development	Y	Y	Y	Y	Y	Y	Y	N	N	A
Print shop	N	N	N	Y	N	Y	N	Y	N	M
Public utility yard	N	N	N	N	N	N	N	Y	Y	Q
Recreational Facility / Public	CU	CU	CU	CU	N	N	N	CU	N	Q
Recreational vehicle park	N	N	CU	Y	N	N	N	N	N	B
Recycling center	N	N	N	N	N	N	N	N	Y	Q
Recycling collection point	Y	Y	Y	Y	Y	Y	Y	Y	Y	Q
Recycling plant	N	N	N	N	N	N	N	N	Y	O
Rendering plant	N	N	N	N	N	N	N	N	N	
Research laboratory	N	N	N	Y	N	N	Y	Y	Y	L
Restaurant	N	N	N	Y	Y	Y	N	Y	N	P
Restaurant, Drive-in	N	N	N	Y	Y	N	N	N	N	P***
Retail store (flr area <2500 sf)	N	N	N	Y	Y	Y	N	Y	N	M
Retail store (flr area >2500 sf)	N	N	N	Y	N	Y	N	Y	N	M
Sanitary landfill	N	N	N	N	N	N	N	N	N	Q
Sales / Occasional	N	N	N	Y	Y	Y	N	Y	N	K

	R-1	R-2	R-3	S-C	NC	D-C	M-C	P-C	H-I	Parking
Schools (College)	N	N	N	Y	N	N	Y	N	N	H
Schools (K-12)	Y	Y	Y	Y	N	N	N	N	N	H
Second-floor apartment	Y	Y	Y	Y	Y	Y	Y	Y	N	B
Service Station	N	N	N	Y	N	N	N	Y	N	L
Sign shop	N	N	N	Y	N	Y	N	Y	N	N
Single-family dwelling	Y	Y	Y	N	N	N	Y	N	N	A
Storage rental unit	N	N	N	Y	N	N	N	Y	N	Q
Terminal yard, trucking	N	N	N	N	N	N	N	Y	Y	Q
Tire shop	N	N	N	Y	N	N	N	Y	Y	M
Theater / Interior	N	N	N	Y	N	Y	N	N	N	E
Truck and tractor repair	N	N	N	N	N	N	N	Y	Y	M
Upholstery shop	N	N	N	Y	N	Y	N	Y	Y	N
Veterinary clinic	N	N	N	Y	N	N	N	Y	Y	M
Warehouse	N	N	N	Y	N	N	N	Y	Y	O
Wholesale distributing facility	N	N	N	Y	N	N	N	Y	Y	O
Wireless Telecommunication facility	Y*	Y*	Y*	Y*	Y*	Y*	Y*	Y*	Y*	CU
Wood processing plant	N	N	N	N	N	N	N	Y	Y	O
Wrecking yard	N	N	N	N	N	N	N	N	N	

*Review special requirements.
** Maximum of four (4) attached units (four-plex).
*** In addition to the parking requirement, eight stacking spaces for the drive up window, with a minimum of four such spaces designated for the ordering station. Such spaces shall be designed so as not to impede pedestrian or vehicular Circulation on the site or on any abutting streets.
[1] – Review Special State requirements.

SECTION 2.0

Effective Date. This ordinance shall take effect _____, 2016.

Passed by the Clarkston City Council at a regular meeting thereof, this _____ day of _____, 2016.

_____
Monika Lawrence, Mayor

Attest:

_____

Vickie Storey, City Clerk
Approval as to Form:

_____

Todd Richardson, City Attorney

Date of Publication: _____

ORDINANCE NO. 1557

AN ORDINANCE REPEALING CLARKSTON MUNICIPAL CODE CHAPTER 5.07, WHICH PROHIBITS PRODUCTION, PROCESSING AND /OR RETAIL SAILS OF RECREATIONAL MARIJUANA WITHIN THE CITY LIMITS OF THE CITY OF CLARKSTON

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF CLARKSTON, WASHINGTON, DO ORDAIN AS FOLLOWS:

SECTION 1.0,

Repealer
The following is hereby repealed:

Section 3 of Ordinance No. 1532 as codified at Chapter 5.07 of the Clarkston Municipal Code, enacted November 24, 2014, which prohibits production, processing and/or retail sales of recreational marijuana within the city limits of the City of Clarkston.

SECTION 2.0

Savings Clause.
Ordinance No. 1532, Section 3, which is being repealed by this ordinance, shall remain in full force and effect until the effective date of this ordinance.

SECTION 3.0

Severability
If any section, subsection, paragraph, sentence, clause, or phrase of this ordinance is declared unconstitutional or invalid for any reason, such decision shall not affect the validity of the remaining parts of this ordinance.

SECTION 4.0

Effective Date.
This ordinance shall take effect thirty days after its passage, approval and publication.

Passed by the Clarkston City Council at a regular meeting thereof this _____ day of _____, 2016.

_____
Monika Lawrence, Mayor

Approved as to Form:

_____
Todd Richardson, City Attorney

Attest:

_____
Vickie Storey, City Clerk

Date of Publication: _____